



## SPRING GROVE CEMETERY TRUSTEES MINUTES February 11, 2014

Present: Jack Bigelow, Sandra Dearborn, William Canane  
Also present: Paul Sanborn, Superintendent of Parks & Grounds, Forestry, and Cemetery; Edwin Ataide, Deputy Director of Plant & Facilities; Dan Kowalski, Selectman, Liaison to the Cemetery Trustees

Meeting called to order at 6:38 PM

### Concerns regarding outsourcing:

- The Trustees, along with Selectman Kowalski, Superintendent Sanborn and Deputy Director Ataide discussed continued concerns regarding the outsourced section of the cemetery. The Trustees reasserted their desire to see the cemetery position that had previously been filled by a Town worker reinstated. A full time Town worker could be utilized to help in the other Parks & Grounds divisions when needed, which would be an added benefit. The Trustees discussed writing a follow-up letter in support of adding a Town worker back on staff.
- Discussion of the contracted area of the cemetery, after the contractor period ended for the winter followed. Due to storm damage, the area needed to be tended to by the Town Parks & Grounds and Cemetery staff members. One of the Trustees pointed out that doing so effectively results in paying twice for the service.

### Eagle Scout Project update:

- Jack Bigelow spoke with Jeffrey Page's father. Jack told the Trustees that Jeffrey's father was planning to speak with the neighbor who had recently protested the bridge project. Jack has not heard back from Mr. Page as of this time.
- Ed Ataide relayed that he has spoke with Chris Cronin, Director of Municipal Services, and the two have decided that once the snow is gone, the Town Engineering division will survey and mark the boundaries of the Town land at the bridge site. Once the boundaries are determined, the Town will help determine the placement of the bridge and Jeffrey can move ahead with his project.
- Paul Sanborn relayed that he had received a call from the Chair of Jeffrey's scout troop, and that he was planning to come to tonight's meeting. He did not attend.

### New Trustee:

- Mr. William Canane, the newly appointed Trustee, introduced himself to the meeting attendees and praised the cemetery staff for the job they do keeping the cemetery looking so good and well maintained.

### Previous Minutes:

- As there was not a quorum present on January 14, 2014, no meeting took place and subsequently there were no minutes.
- Sandra moved to accept the minutes of the December, 10, 2013. William seconded, and the minutes were approved with no changes.

#### Cemetery Operations:

- Paul explained some challenges of recent cremations and burials and expressed the concern that water could be an issue in the cemetery during the spring thaw.
- Paul expressed concerns regarding the railroad bed as it is a source of breeding mosquitos when it fills with water. Paul would like to have a drain installed and will be looking into getting quotes. For this year, he will handle the water issue by having it pumped out of the bed.
- Cemetery financials were reviewed. Jack would like to enhance the GIS system to include public access for the purpose of searching lots. He suggests using some of the funds in the revolving account to facilitate this.
- Ed Ataide explained to the Trustees that he had requested Capital Improvement funds for cemetery maintenance for the purposes of paving and wall maintenance, but that the request was not approved.
- A brief discussion followed regarding the phasing of the new section at the cemetery that is being prepared for opening.
- Dan Kowalski asked if the Town uses any of the Vo-Tech students at the cemetery. Ed Ataide told him that we do not, but that we had used them in the Mechanical Electrical division years back. Since then we have utilized students on the Youth Services Green Team for help.
- Holiday decorations: Holiday decorations are supposed to be removed by family members from all graves no later than February first each year. Paul Sanborn noted that there are decorations that still remain and that his staff will need to remove them.

#### New Business:

- None

Next meeting will take place on Tuesday, March 11, 2014 at 6:30 PM.

Meeting adjourned at 7:42 PM.